



Administration and Finance Committee Meeting
Monday, June 17, 2024
6:00 p.m.

Agenda

- I. Opening Comments/Announcements – Commissioner Lewis, Chair
- II. Minutes from the May 20, 2024 Meeting
- III. Citizens’ Comment Period
- IV. Old Business
Update: FY2023 Audited Financials (Draft)
 - Financial Statement and Single Audit Presentation – Rubino & Company
 - **Resolution #2** for Acceptance of the 2023 Audit Report
- V. New Business
 - A. April 2024 Financials (*Monthly*) – Precious Faust
 - B. Agency Vacancies /Section 3 Hires – Jessica Hardin
 - C. IT Q&A – Jackie Salaam-Hicks
 - D. Procurement Planning Report – Colene Orsini
 - **Resolution #3** – APPROVAL TO EXECUTE CONTRACTS WITH BA CONSTRUCTION AND FINANCIAL GROUP, INC. FOR LITTER REMOVAL SERVICES
 - **Resolution #4** – APPROVAL TO EXECUTE A COOPERATIVE PURCHASE AGREEMENT WITH WISE MOVERS, LLC FOR RELOCATION SERVICES – SENIOR SITES
 - **Resolution #5** – APPROVAL TO EXECUTE A COOPERATIVE PURCHASE AGREEMENT WITH JOHN DEERE CONSTRUCTION RETAIL SALES FOR THE LEASE OF TWO (2) 320 P-TIERED BACKHOES FOR THREE YEARS
 - **Resolution #6** – APPROVAL TO MODIFY THE CONTRACTS FOR GENERAL LEGAL SERVICES WITH MCGUIREWOODS, LLP/HARRELL & CHAMBLISS, LLP AND SPOTTS FAIN PC

VI. Next Committee Meeting Date: July 15, 2024

SPECIAL NOTES FOR VIRTUAL PARTICIPATION

Members of the public may participate in this meeting in real-time (except during closed session) through either of the following methods:

On any Internet-enabled device, navigate to <https://meet.goto.com/227540485>

- at the scheduled meeting time.
- On any telephone, dial [+1 \(571\) 317-3122](tel:+15713173122) at the scheduled meeting time and enter access code **227-540-485#**. For audio pin, press #.

To register to speak during the **Citizens' Comment Period**, please visit <https://fs23.formsite.com/rrhaforms/form1/index.html>. Timely registration in accordance with RRHA's Bylaws is required. Registered speakers must attend the meeting through GoToMeeting or by phone to deliver comments. Written comments will not be accepted in advance. **The deadline to sign up to speak is noon, June 17, 2024.**